



***City of Miami Springs  
Human Resources Department***

***NOTICE OF EMPLOYMENT  
CERTIFIED POLICE OFFICER  
STARTING SALARY: \$38,699***

**GENERAL REQUIREMENTS:**

- CURRENT FLORIDA CERTIFICATE OF COMPLIANCE
- U.S. CITIZEN
- HIGH SCHOOL GRADUATE/GED
- VALID FLORIDA DRIVER'S LICENSE
- 21 YEARS OR OLDER
- EXCELLENT ORAL AND WRITTEN COMMUNICATION SKILLS REQUIRED

**AT TIME OF APPLICATION, ALL CANDIDATES MUST PRESENT THEIR SOCIAL SECURITY CARD, DRIVER'S LICENSE, HIGH SCHOOL DIPLOMA OR HIGH SCHOOL EQUIVALENCY CERTIFICATE, BIRTH CERTIFICATE AND POLICE CERTIFICATE OF COMPLIANCE. WHERE APPLICABLE, NATURALIZATION PAPERS MUST ALSO BE SUBMITTED. VETERANS PREFERENCE WILL BE GIVEN IN ACCORDANCE WITH CHAPTER 22VP-1 OF THE FLORIDA ADMINISTRATIVE CODE, IF DD214 IS PRESENTED AT THE TIME OF APPLICATION.**

Preference will be given to veterans and spouses of veterans when applicable. Those claiming this preference must submit documentation of eligibility for preference, such as a copy of DD214, Certificate of Discharge, or Statement of Eligibility from the army force(s) (Army, Navy, Air Force, Marine Corps, and/or Coast Guard of the United States). The DD214, Certificate of Discharge, and Statement of Eligibility documents must include wartime dates of service and an "honorable" discharge in addition to the DD214, Certificate of Discharge, or State of Eligibility, those who are claiming preference as a disabled veteran must provide a recent letter (within one year) from the Dept. of Defense or Veteran's Administration stating the percentage of their service connected disability.

PRIOR TO EMPLOYMENT, CANDIDATES WILL BE REQUIRED TO QUALIFY ON AN ORAL AND/OR WRITTEN EXAMINATION, POLYGRAPH, PSYCHOLOGICAL, BACKGROUND CHECK, AND COMPREHENSIVE MEDICAL EXAMINATION TO INCLUDE DRUG SCREENING.

**APPLICANTS MUST APPLY IN PERSON:** CITY OF MIAMI SPRINGS, HUMAN RESOURCES DEPARTMENT, 201 WESTWARD DRIVE, MIAMI SPRINGS, FL, MONDAY - FRIDAY, 8:00 A.M. - 4:00 P.M. All applications/resumes are public record. No fax will be accepted. APPLICATIONS ACCEPTED UNTIL **4:00 P.M., FRIDAY, SEPTEMBER 19, 2003.**

**NOTICE OF WRITTEN EXAMINATION WILL BE GIVEN AT TIME OF APPLICATION**

**ALCOHOL/DRUG-FREE WORKPLACE**

Persons who need accommodation in order to apply for a City position should contact the Human Resources Department to make such request.

**AN EQUAL OPPORTUNITY EMPLOYER MALE/FEMALE/DISABLED**